

Town of Rowe FY2012  
Board of Health  
Meeting Minutes for January 16<sup>th</sup>, 2012

Present: **Board Members:** David Cousineau, Chair, Angela Foshay and Joann Brown.  
Marcella Stafford Gore, Clerk

Call to order 6:21PM  
No audience.

**General Business**

**MINUTES**

January 3<sup>rd</sup>, 2012 meeting minutes accepted and signed.

**TRIAL BALANCE REPORT**

The board received and reviewed an up to date report from Sandy Daviau.

**NEW SHED**

There is a difference of opinion on whether or not to install the third door;  
Ann feels that since a third door is in the contract, it should be installed in the event it is needed in the future. She also states that with the door installed the space will be more accessible.

Dave stated that the door is not needed and takes away storage space/wall space because if it is installed an aisle/walkway will be needed. He also feels the door will not be needed in the future. He instructed Crowningshield not to install the door.

Joann feels that she and Dave agreed on eliminating the third door at the December 19<sup>th</sup> BOH meeting and the vote should stand.

**LIGHTING**

Dave obtained a bid from Jerry Ferguson for the electrical work in the new shed;

*(a) Two double arm outdoor flood holders with LED bulbs on one switch. (b) Three (3) indoor light fixtures with metal bulb protection cages and LED bulbs on two switches. (c) Two single receptacles for gas monitors. (d) Two GFCI receptacles for general use. (e) Reconnect electrical feed to new building.*

*Estimate including materials and labor, \$2,866.65*

Dave will contact Palmeri Electric for a second estimate.

**Budget**

**SPREADSHEET**

The board reviewed and was satisfied with the budget spreadsheet Marcella prepared. Marcella will contact Ellen Miller, Town Administrator, and set up an appointment for a budget meeting with the Selectmen. The board is unsure if they must meet with the Finance Committee separately. Marcella will make inquiries.

**NURSE'S HOURS**

Marcella read aloud a memo submitted by Ann regarding reducing the nurse's hours from 24 to 19-1/2 per week;

*"I recommend the nurse's hours be set at nineteen and a half (19 ½) hours a week. The residents would still have access to the nurse's services three days a week. This would reduce her time on the job by only four days per year. The residents would still have the same access to health services they do now.*

*Last year we made a big mistake accommodating Sheila's request that her schedule be three full days a week, and she became a benefited employee.*

*Before the town meeting we were told only that the benefits package included several group insurances (health, life, disability and unemployment) along with the required state retirement plan. In September we found that the entitled/adjusted paid days off added up to 24 days a year. The increased hours divided by 8 came to 28 days. Subtract the 24 days off, and it leaves only four required added days on the job for the 28 extra days pay.*

*It is clear that the benefits package in this case is not appropriate for a part-time hourly employee".*

There was no discussion following the reading of this letter, a copy is filed in Budget FY2013.

### Health Services

Dave read aloud portions of the nurse's monthly report for December; 129 encounters, which includes 19 home visits.

### PERMITS

The board reviewed the **Maple House**, Bed and Breakfast permit application as well as the ServSafe Certification and Allergen Awareness Training Certificate submitted by Rebecca Bradley. The water test analysis was not included therefore the permit was not issued. Marcella will contact Ms. Bradley for the test results.

**Bostley Sanitary Service**, Septage Hauling permit was approved and signed. Marcella will mail the permit.

### Title V

#### PUMPING REPORTS

Bostley Sanitary Service submitted 2 pumping reports;

<b>Name</b>	<b>Address</b>	<b>Gallons Pumped</b>	<b>Condition</b>
Rowe Camp & Conference Center		1500	Good
Martin Woodward	15 Stone Hill Rd.	1500	Good

The board asked Marcella to contact Bostley and inquire which septic system was serviced in this report.

#### TITLE V

Marcella reported that she spoke to Dennis Humbert who is purchasing the 530 Tunnel Road (James Brown) property;

The Title V inspection required that a PVC tee and effluent filter be installed in the septic tank as well as having the washing machine drain in the basement re-connected to the septic system by a licensed plumber. The tee and filter have been installed. Mr. Humbert requested that the board sign off on the Title V without the washing machine drain being re-connected as he does not intend to be moving in for at least a year or two. The board agreed that Mr. Humbert must complete all work required by the December 15<sup>th</sup>, 2011 Title V inspection before they will re-inspect.

#### ROWE CAMP

The camp's septic system engineer states that an addition of four (4) bedrooms will not affect the current system's capacity. The board feels that there is no way of knowing how many people will be staying overnight using the system and therefore you can not tell if the current system is adequate. Ann suggested that we need to know if the system can accommodate the use of the added four bedrooms every day, year round. The camp's engineer will go over the numbers again and the camp will inform the board of the results. The engineer will meet with the board and Lisa Danek Burke if necessary.

### New Business

- a) DEP Sodium Notification/Inorganic Contaminant Report for the Rowe School was reviewed and filed.
- b) An email from Ellen Miller asking for the submission of the budget paperwork was addressed. Marcella will contact Ellen to set up a budget meeting with the Selectmen.
- c) Email from Ellen to alert the board to the upcoming town audit beginning January 17<sup>th</sup>.

Meeting adjourned 7:19PM

Approved:

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David Cousineau, Chair

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Ann Foshay

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Joann Brown